



**MINUTES OF APRIL 16, 2020
MONTHLY BOARD MEETING**

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for April 16, 2020 took place in a Zoom Virtual Meeting platform. A notice was posted for the public to contact Mr. Larry Montgomery, President of the Board, at larry.montgomery@gmail.com to arrange to monitor or participate in the meeting.

The agenda for the meeting was posted as required by State statutes.

This action has been taken in compliance with the Governor's Disaster Proclamation of March 9, 2020 suspending the physical presence requirement under the Open Meetings Act and to limit the size of all public gatherings in Illinois.

Commissioner Montgomery called the meeting to order at 6:30 p.m.

Upon roll call the following commissioners were present: Commissioners Tovey, Berntsen, Piotrowski, and Montgomery.

(Commissioner Saunderson 6:33 p.m.)

Staff Present: Executive Director Reiner, Superintendent of Business and Communications Connie Murphy, Superintendent of Recreation Anne Popek, and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Berntsen made a motion to approve the Agenda for April 16, 2020; seconded by Commissioner Piotrowski.

There was no discussion at this time.

Upon voice vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF

There were no guests present at this time. President Montgomery recognized three staff who were present on this Zoom meeting connection. Oona Kelly, Recording Secretary and Administrative manager, Connie Murphy, Superintendent of Business and Communications and Anne Popek, superintendent of Recreation.

APPROVAL OF REGULAR MEETING MINUTES – (March 12, 2020)

Commissioner Tovey made a motion to approve the Board meeting minutes of March 12, 2020; seconded by Commissioner Berntsen.

A brief discussion ensued regarding arrangements for Commissioners Montgomery and Berntsen to safely sign necessary documents from tonight's meeting in accordance with current health recommendations.

Upon voice vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

COMMENTS AND COMMUNICATIONS

Director Reiner congratulated Jake DeLeon on his completion of certification for playground safety inspection at the state level. The district also received a developer donation check from Glen Ellyn and will ensure that our agreements are current with other local entities.

TOPICS FROM THE FLOOR

There were no topics from the floor at this time.

MONTHLY FINANCIAL REPORT – (March 2020)

Commissioner Piotrowski made a motion to accept the March 2020 Financial Report; seconded by Commissioner Saunderson.

Director Reiner referred to page 5 of the report and called to the attention of the Board the status of various Fund Accounts. There was no further discussion on the report at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List (March 2020)

Commissioner Saunderson made a motion to approve the Disbursements of March 2020; seconded by Commissioner Tovey.

There was no further discussion on this item at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

PRESIDENT AND COMMISSIONERS' COMMENTS

Commissioner Montgomery expressed his thanks to staff and fellow commissioners for their patience and flexibility in setting up this virtual meeting.

COMMITTEE REPORTS

There were no Committee Reports at this time.

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Administration Report

- Public budget hearing could be changed to May 21 or May 28 if the board wished in order to have the most current information regarding the Covid 19 restrictions/recommendations.
- Given the financial impact of the current health crisis, budget amendments may need to be considered in the future, and the district will need to look at different options including but not limited to restructuring, reducing expenses, freezing wage increases, potential early retirement for some employees, and postponing or eliminating some park improvements.
- Due to a slowdown in the county permit process, the Glenbriar project is slightly delayed.
- IAPD legislative conference has been cancelled.
- Some of our current contracted instructors are interested in working with the district on offering virtual programming. Rec Staff will continue to explore these opportunities.

b). Business and Communications Report

- Processing summer hiring paperwork is on hold until the district has additional information regarding the potential cancellation of summer programming including opening the pool for the season.

c). Recreation Reports

- Superintendent Popek explained that the Recreation Report had been completed prior to the cancellation of some programs and therefore some information included in the report has been changed.

UNFINISHED BUSINESS

There was no Unfinished Business to be discussed at this time.

NEW BUSINESS

- a.) Commissioner Saunderson made a motion to approved Ordinance #20-4-1 regarding education and training and amending the Personnel Manual as presented; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- b.) Commissioner Saunderson made a motion to approve Ordinance #20-4-2 regarding victims' economic security as presented and required by the state; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- c.) Commissioner Saunderson made a motion to approve Change Order #1 Walkway and Fireplace as presented; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- d.) Commissioner Piotrowski made a motion to authorize the Executive Director, Dr. Larry Reiner, to take such actions that may be regarded as necessary and in the best interests of the District and the community; in keeping with all of the changes, challenges and the Governor's Executive Orders, due to the COVID 19 Pandemic; including final decisions on opening or closing of our swimming pools, operating or changing operations of Day Camps, as well as the employment and/or unemployment related issues of the District. The Director is further directed to keep the Board informed of major policy decisions impacting the opening of the Pool and/or Day Camps and employment but shall have the authority to take appropriate actions as he feels necessary to keep the community safe and the District stable; seconded by Commission Saunderson.

Discussion: It was noted that the Executive Director already has most of this authority other than Pool closing issues, because of the possibility of being forced into closing the pools and the possibility of significant changes to Day camps , if they are allowed at all, the Director has asked for specific and clear authority to take these actions as they become necessary. Director Reiner indicated he will confer with legal counsel as necessary and appropriate.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- e.) Commissioner Saunderson made a motion to approve the 2020-2021 Board Meeting Schedule subject to possible change of the May meeting date; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- f.) Board Elections and Committee Assignments FY 2020-2021:

Commissioner Piotrowski made a motion to appoint Commissioner Larry Montgomery as President; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Berntsen made a motion to appoint Commissioner Michele Piotrowski as Vice President; seconded by Commission Saunderson.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Piotrowski made a motion to appoint Commissioner Todd Berntsen as Secretary and Lisa Saunderson as Assistant Secretary; seconded by Commissioner Saunderson.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Saunderson made a motion to appoint Director, Dr. Larry Reiner, as Treasurer; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Saunderson made a motion to appoint the law firm of Robbins and Schwartz as legal counsel with David Freeman as the lead Attorney; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Saunderson made a motion to appoint Dr. Larry Reiner as Executive Director, Board Recording/Assistant Secretary, and PDRMA Representative; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Saunderson made a motion to appoint Anne Popek as our NEDSRA Board Representative and Dr. Larry Reiner as our Alternate Representative; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Saunderson made a motion to appoint Dr. Larry Reiner as the ADA Compliance Officer; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Saunderson made a motion to appoint Dr. Larry Reiner and Connie Murphy as the FOIA officers; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Saunderson made a motion to appoint Dr. Larry Reiner as the OMA officer; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commissioner Saunderson made a motion to appoint Dr. Larry Reiner as Chief Financial Compliance Officer; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

Commission Saunderson made a motion to accept the President's Committee Chair Appointments as presented; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

These appointments and elections all take office effective at the May Board of Commissioner's Meeting.

MOTION TO ADJOURN

At 8:34 p.m. Commissioner Tovey moved to adjourn; seconded by Commissioner Saunderson.

Upon a voice vote, the motion passed:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____